

To,

Dear Candidate,

Subject: Admission to Pre-Sea Program at Anglo-Eastern Maritime Academy

Anglo-Eastern Maritime Academy welcomes you and we are happy to inform that you have been nominated by your sponsoring company to undergo the Pre-sea training **Graduate Engineers Course (GME)** commencing from **1st Aug 2020**.

As a sponsored candidate kindly go through the fees structure and payment schedule as given below:

(A) Fee structure for GME 31 batch Trainees for Girls – 1st Aug 2020

Particulars	Gross fees (INR)
Fees	
a) Admission Processing fees	40,000
b) Course fees	4,45,000
c) STCW Basic Safety Course fees**	40,000
Grand Total	5,25,000
d) Caution deposit*	20,000

(B) Note:

- I Cost of Personal laundry, Telephone, Passport will be directly borne by the candidate
- II The Academy will cover medical expenses through group insurance for INR 1,00,000/- Any expenses over and above will be borne by the candidate
- * Refundable after completion of the course, after adjustment for any damages, breakages, extra courses & accommodation, etc. and remitted directly to the Candidate's bank account

Refund Policy:

- (i) If a candidate is offered a seat in AEMA and he/she does not join, the admission processing fees (a) of Rs 40000 will not refunded.
- (ii) If a candidate withdraws after joining AEMA, and replaced by wait list candidate, the deduction will be item (a) + 50% of course fees of 1st Semester .
- (iii) If a candidate joins and withdraws without the scope of wait list candidate joining, then the deduction will be item (a) + 1st Semester course fees.
- (iv) If a wait list candidate is not offered a seat at AEMA in that batch, then full fees would be refunded.
- (v) Management decision on refund would be final.

** BST = INR 27,000/-, OCTCO= INR 13,000/-

The Fee payment schedule is as mentioned below:

i) On Selection: Immediately on completion of selection process

Particulars	INR	Remark
Admission Processing fees	40,000	Non-refundable.

ii) 1st Fees Installment Payment: To be paid before 15th Jul 2020

Particulars	INR
Course fees- Semester I	2,00,000
STCW Basic Safety Course fees	40,000
Caution deposit*	20,000
Total fees to be paid as First Installment	2,60,000

iii) 2nd Fees Installment Payment: To be paid before 15th Nov 2020

Particulars	INR
Course fees - Semester II	2,45,000
Total fees to be paid as Second Installment	2,45,000

If the candidate withdraws from the course or is expelled from the institute, the refund of fees will be as per the policy stated in the prospectus.

Fees payment are not to be made through RTGS/NEFT. No cheques will be entertained and cash deposit is strictly not allowed.

Fees Payment through Billdesk:

Login to billdesk by using below link

<https://payments.billdesk.com/bdcollect/bd/aema/103>

Fill in all required information such as Personal Details, Contact Details & Course Details and proceed with payment as per your choice.

Once payment done successfully your parent / guardian will get payment notification via e-mail & sms.



Capt. Suren Narang

Principal

Anglo-Eastern Maritime Academy

